

Do you live with this person to provide care?

Yes No

How many hours a week do you provide care?

Hours

Please contact us if you are employed to provide care to the above person.

Is the person entitled to receive any of the following benefits?

Higher rate attendance allowance	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Highest rate care component of disability living allowance	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Increase in constant attendance allowance	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Highest amount increase in disablement pension	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Are you the spouse or partner of the person receiving care?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Are you the parent of that person if they are under 18 years old?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

Declaration

I declare that the information given is correct to the best of my knowledge.
I will inform Burnley Council of any changes that may affect my council tax account within 21 days.

Signature

Full Name

Date

Daytime
phone no


Email

HOW TO CONTACT US

- Phone:  01282 425011
(9am-5pm Mon-Fri, Weds 10am-5pm)
- Visit:  Contact Burnley on Parker Lane
(9am-5pm Mon-Fri, Weds 10am-5pm)
- Write:  Revenues and Benefits Service, Burnley Council,
Parker Lane, Burnley, BB1 1 2DS
- Email:  localtaxation@burnley.gov.uk
- Website:  www.burnley.gov.uk/counciltax

Revenues and Benefits is a customer focused service unit providing a professional and quality service that is flexible, positive and efficient. Our vision is to effectively communicate with all our customers. This will be achieved by the teamwork that is at the forefront of all our objectives.



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Other formats available on request
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Phone/textphone (01282) 477114

COUNCIL TAX REDUCTIONS



Burnley Council...
working hard for you



For carers and people being cared for
UPDATED 2013

This guide explains the reductions that are available if you have left your home to receive care elsewhere or if you are providing care.

WHEN A PERSON HAS MOVED TO RECEIVE CARE ELSEWHERE

A property will be exempt from council tax when the occupier moves out and the property is unoccupied if:

- The occupier has had to leave to stay permanently in a hospital, residential care home, nursing home, mental nursing home or hostel to receive care or treatment.
- The occupier has moved out to go and live with someone else to receive care because of old age, disablement, illness, past or present alcohol or drug dependence, or past or present mental illness.

The person being cared for will be disregarded for discount purposes if the property they have moved out of remains occupied by somebody else and if they have moved into a care home, hostel or independent hospital.

These reductions only apply when the property has been vacated for a permanent and not a temporary period, and when care has been received continuously since vacating the property.

COUNCIL TAX REDUCTIONS WHEN A PERSON HAS MOVED TO PROVIDE CARE

A property will be exempt from council tax when the occupier moves out and the property is unoccupied because they have gone to provide care to someone else. The care they are providing must be because of old age, disablement, illness, past or present alcohol or drug dependence, or past or present mental illness.

The carer will be disregarded for discount purposes if the property they have moved out of remains occupied by somebody else.

Again, these reductions only apply when the property has been vacated permanently and not for a temporary period.

IF YOU HAVE A CARER LIVING WITH YOU

The amount of council tax you have to pay will not increase if you have somebody living with you who is providing care for you. The carer must:

- Live at the same address as the person receiving the care.
- Provide care for at least 35 hours per week.

- Not be the spouse or partner of the person being cared for.
- Not be the parent of a child under 18 receiving the care.

In addition, the person receiving the care must be receiving one of the following benefits:

- Any rate of attendance allowance.
- The highest or middle rate of the care component of disability living allowance.
- The highest amount increase in disablement pension.
- An increase in constant attendance allowance.
- The standard or enhanced rate of the daily living component of personal independence payment

HOW DO I APPLY FOR A REDUCTION?

You can write, email or phone us. Contact details are overleaf.

Once we have all the information we need, we will decide whether or not you qualify for the reduction and will calculate how much council tax you have to pay.

We will send you a new council tax bill if you qualify for the reduction. If we can't give you the reduction we will send you a letter explaining why.

We will let you know our decision as quickly as possible. Until then, you must continue to pay the instalments shown on your current bill.

WHAT IF I DON'T AGREE WITH YOUR DECISION?

If we don't give you a reduction and you think that we should have, or if you think that we have given you the wrong amount of reduction, you can write to us and tell us why.

We will look at your application again and let you know our decision. If you are still not happy with this decision, you can appeal to the Valuation Tribunal.

The Valuation Tribunal is not part of the council. If you decide to appeal, the tribunal will decide whether or not our decision was correct.

Even if you appeal, you must continue to pay the instalments on your current bill until a final decision is made.

APPLICATION FOR COUNCIL TAX REDUCTION FOR CARERS AND PEOPLE BEING CARE FOR



Full name and home address

Name

Address

Property address if different from above

Address

Property vacated by someone receiving care

Name

Address

Date of permanent admission/residence

Date

Property vacated by someone providing care

Name

Address

Date you left your address

Date

To be classed as a carer:
Name and address of person receiving your care

Name

Address